



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles
CHIEF EXECUTIVE OFFICE

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"To Enrich Lives Through Effective And Caring Service"

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August 27, 2013

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPOINTMENT AND SALARY FOR
ACTING DIRECTOR, INTERNAL SERVICES
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Recommendation to appoint and set the salary for James Jones to serve as Acting Director, Internal Services.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve the appointment of James Jones to serve as Acting Director, Internal Services effective September 2, 2013, and until such time that a Director, Internal Services is appointed by your Board.
2. Approve a salary adjustment for James Jones to \$210,796. This salary adjustment will initiate with his appointment and will remain throughout the period he serves as Acting Director of the Internal Services Department.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Mr. Thomas Tindall, Director, Internal Services, has announced his intension to retire from County service. To ensure the duties and responsibilities of this critical position are carried out without interruption, and to ensure that this position is filled in an efficient and expeditious manner, we request that the Board approve these recommendations.

The recommended salary adjustment will provide appropriate compensation to James Jones for the time period that he serves as Acting Director, Internal Services.

Implementation of Strategic Plan Goals

Approval of these recommendations will further the County of Los Angeles' Strategic Plan Goal of Operational Effectiveness to maximize the effectiveness of processes, structure, and operations to support timely delivery of customer-oriented and efficient public services.

FISCAL IMPACT/FINANCING

The cost of the recommended actions will be absorbed within the Internal Services Department's current budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The adjustment is in conformance with County Code provisions for the Management Appraisal and Performance Plan.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Implementation of these recommendations will provide leadership for the Internal Services Department. Recruitment efforts are underway to identify potential candidates for this position.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'WTF', followed by a stylized flourish and a horizontal line.

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:BC:JA
PC:AP:ra

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Human Resources
Internal Services